



**The North Carolina State Bar
Board of Legal Specialization**

PO Box 25908
Raleigh, NC 27611
(919) 828-4620
www.nclawspecialists.gov

2013 Application for Certification as a Specialist

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North Carolina State Bar 2013 Application for Certification as a Specialist

1. **Standards** - Read the North Carolina Plan of Specialization and the standards for certification in your specialty area. These materials are found at 27 N.C.A.C. 1D, Sect. 1700 *et seq.* and are published in the North Carolina State Bar *Lawyer's Handbook* and on our website: www.ncbar.gov.
2. **Fees** - A filing fee of \$250 must accompany this application. All checks should be payable to North Carolina State Bar Board of Legal Specialization. Rejection or withdrawal of an application will not entitle an applicant to a refund of the fee or any part of the fee. **Applications postmarked by June 14, 2013, will qualify for a \$50 discount on the application fee.** The exam fee of \$150 will be due and payable upon notification that an applicant is eligible to take a specialty examination.
3. **Filing Timeliness** - The application shall be considered timely filed if the application is delivered to the office of the North Carolina State Bar before 5:00 p.m. on July 1, 2013, or is postmarked no later than July 1, 2013.
4. **INSTRUCTIONS FOR COMPLETING APPLICATION FORM**
 - A. **PLEASE ANSWER EACH QUESTION.** If additional space is needed to answer a question, please attach pages to the application.
 - B. **REFERENCES** - Each applicant for certification is asked to submit the names and addresses of 10 references in support of his or her application. It is preferred that references have experience in the applicable specialty. The extent of a reference's involvement in the applicable specialty and relationship to the applicant will be considered in the evaluation process. All of references will be contacted by the Board Legal Specialization, or its representatives, and asked to complete written peer reference statements. A minimum of 5 complete peer reference statements must be received in order for an application to advance. The applicant is not responsible for asking the listed references to complete the forms. The Board, or its representatives, may contact, in person or by telephone, any reference listed by an applicant or any other lawyer or judge qualified to evaluate the applicant's competence and qualification in the specialty area.
5. **Processing of Applications** - Only completed applications will be reviewed by the Board of Legal Specialization. Each applicant will be notified by mail as to whether his or her application is complete.
6. **Examination** - A notice with the time and location of the examination will be sent to you when it is determined you are eligible to take the exam.
7. **Confidentiality** - All information contained in the application, supporting documents, peer reference information and statements, and examination results are confidential unless subject to the North Carolina Public Records Act. They shall be available for use only by the Board, the appropriate specialty committee, or any appropriate body or tribunal in the event of an appeal.
8. **Special Testing Accommodations for Disabled Applicants** - A written request for special accommodations, supported by documentation of disability, must be submitted to the executive director at least 30 days prior to sitting for the exam.
9. **Completed Applications** - All completed applications should be delivered to the State Bar or postmarked on or before July 1, 2013, to:

North Carolina State Bar Board of Legal Specialization
Attn: Executive Director
217 E. Edenton Street (physical address for hand-delivery)
or
PO Box 25908 (mailing address)
Raleigh, NC 27611



The North Carolina State Bar
Board of Legal Specialization
APPLICATION FOR BOARD CERTIFICATION

Please check the specialty (or subspecialties) you are applying for:

- | | |
|---|--|
| <input type="checkbox"/> Appellate Practice* | <input type="checkbox"/> Family Law |
| <input type="checkbox"/> Business Bankruptcy Law | <input type="checkbox"/> Immigration Law |
| <input type="checkbox"/> Consumer Bankruptcy Law | <input type="checkbox"/> Commercial Real Property Law |
| <input type="checkbox"/> Criminal Law - State* | <input type="checkbox"/> Residential Real Property Law |
| <input type="checkbox"/> Criminal Law - Federal/State* | <input type="checkbox"/> Social Security Disability Law* |
| <input type="checkbox"/> Criminal Law - Juvenile Delinquency* | <input type="checkbox"/> Trademark Law |
| <input type="checkbox"/> Elder Law * | <input type="checkbox"/> Workers' Compensation Law* |
| <input type="checkbox"/> Estate Planning and Probate Law* | |

Please list any specialty in which you are already certified: _____

* Application Supplement Required

Bar Membership Name	North Carolina State Bar Number
Name as you wish it to appear on certificate	

I. Please Submit the Following General Information

A.

Preferred Address for Correspondence with Board*				
City	State	Zip Code	Telephone	
Fax	Email Address			
Current Firm or Employer Name and Address				
City	State	Zip Code	Telephone	# of Lawyers at Firm or Employer

* If you are certified, your official address on record with the membership department of the State Bar will be used in the Specialist Directory and on our website unless you notify us otherwise. Any updates reported to State Bar membership will not automatically update in the specialization database. All address changes must be reported directly to specialization staff.

- B. If you have been certified as a specialist by any organizations other than the North Carolina State Bar Board of Legal Specialization, list the name and date of each certification and identify the certifying organization:

Name of Certification	Date of Certification	Certifying Organization

- C. How did you hear about the North Carolina State Bar certification program? _____

III. States of Licensure

List all states (other than North Carolina) in which you are licensed to practice law:

State	Date of Admission	Membership Number	Member in Good Standing? <input type="checkbox"/> Yes <input type="checkbox"/> No
State	Date of Admission	Membership Number	Member in Good Standing? <input type="checkbox"/> Yes <input type="checkbox"/> No

* Please attach a letter of good standing for each jurisdiction listed.

IV. Professional Conduct

- A. Since your admission to the North Carolina State Bar, have you been disbarred, suspended from practice, reprimanded, censured, or otherwise disciplined or disqualified (including the revocation of a pro hac vice admission, or a disability or administrative suspension) by a licensing agency, court, or professional organization for conduct as a lawyer or as a member of any profession or organization, or as a holder of any office, public or private? Include letters of warning and caution in your response.

☐ Yes ☐ No

- B. Are there any such actions pending (unresolved) against you?

☐ Yes* ☐ No

* Attach a copy of the letter or notice advising you of the pending action.

- C. For each disciplinary action, state the following:

(1) The disciplinary agency, court, or professional organization: _____

(2) Date of notice to you if unresolved or date of discipline if resolved: _____

(3) If discipline issued, the type of discipline received (attach copy of order or record of discipline).

(4) If discipline issued, please attach a written explanation.

- D. List all malpractice actions filed against you since initial licensure regardless of whether the action is currently pending or resolved. With regard to each action, state or provide the following (attach additional sheets if necessary):

(1) Name of action:

(2) Date of filing and venue of action:

(3) Explanation of the allegations in the complaint:

(4) Explanation of status or resolution:

V. Substantial Involvement

Instructions: Please describe your practice during each of the years listed below. To qualify for certification, the applicant's practice in the specialty field must equal or exceed the substantial involvement requirements set forth in the standards for the specialty. The substantial involvement requirements can be found at www.nclawspecialists.gov.

Total number of total years you have practiced in this specialty area _____

2008

2009

2010

2011

2012

2013 (to date)

* Attach additional pages if necessary.

VI. Continuing Legal Education

You must meet the CLE requirements for the specialty. CLE activities must be completed between January 1, 2010, and the date of application. Your CLE record with the North Carolina State Bar CLE Department will be evaluated. Do not list activities previously reported to the CLE department. List the following activities if not previously reported to the CLE Department (credit is subject to board approval):

- **Lectures** prepared and presented at an accredited CLE program;
- **Teaching** in the specialty field at an academic institution;
- **Publication** of a scholarly article in the specialty field;
- **Self-study** courses;
- **Advanced academic coursework** (attendance at courses of instruction at a law school which can be credited toward an advanced degree in the specialty field).

* Attach additional pages if necessary.

Activity Type	Title	Sponsor	Date	City and State	Total Hours

VII. References

Identify as references 10 lawyers or judges who are familiar with your competence and qualifications in the specialty. Insofar as possible, select persons who are board certified specialists in the specialty or substantially involved in the field as defined in the certification standards. All references must be licensed and in good standing to practice law in North Carolina. You may not use as a reference persons who are your partners or associates or your relatives by blood or marriage, or who are involved with you in a continuing commercial relationship. Applicants for certification in bankruptcy law may not use a bankruptcy judge as a reference. Applicants for certification in immigration law must list at least two peer references who are lawyers or judges with substantial experience in immigration law. Applicants for social security disability law may list references licensed and in good standing to practice law in any jurisdiction in the United States. **Members of the Board of Legal Specialization and members of the applicable specialty committee may not serve as references.** A complete list of committee members is included at the end of the application. You may advise your peer references that you have listed them on this application. **Use full names (not nicknames) when listing references.**

1.

Name	Firm/Employer	Mailing Address	
City	State/Zip	Phone	Email*

2.

Name	Firm/Employer	Mailing Address	
City	State/Zip	Phone	Email*

3.

Name	Firm/Employer	Mailing Address	
City	State/Zip	Phone	Email*

4.

Name	Firm/Employer	Mailing Address	
City	State/Zip	Phone	Email*

5.

Name	Firm/Employer	Mailing Address	
City	State/Zip	Phone	Email*

6.

Name	Firm/Employer	Mailing Address	
City	State/Zip	Phone	Email*

7.

Name	Firm/Employer	Mailing Address	
City	State/Zip	Phone	Email*

8.

Name	Firm/Employer	Mailing Address	
City	State/Zip	Phone	Email*

9.

Name	Firm/Employer	Mailing Address	
City	State/Zip	Phone	Email*

10.

Name	Firm/Employer	Mailing Address	
City	State/Zip	Phone	Email*

* Optional

PLEASE DO NOT LIST CURRENT BOARD OR COMMITTEE MEMBERS AS REFERENCES*

Specialization Board Members (who are lawyers and judges) and Committee Members as of May 1, 2013

Specialization Board Members

James B. Angell
Laura Burton
J. Matthew Martin
Teresa H. Vincent
Lana Warlick
Jeri L. Whitfield

Appellate Law Committee

Justice Robert H. Edmunds
Christopher G. Browning Jr.
Lisa S. Costner
John J. Korzen
Frank G. Queen
Matthew W. Sawchak
Elizabeth B. Scherer

Bankruptcy Law Committee

Kevin L. Sink
Bruce F. Jobe
Joseph W. Grier III
Richard M. Hutson II
Jennifer Adams Ledford
Robert M. Pitts
Robyn R.C. Whitman

Criminal Law Committee

Jan E. Pritchett
Janna D. Allison
John K. Fannery
J. Matthew Martin
Joel N. Oakley

Criminal Law-Juvenile Delinquency

Eric J. Zogry
John W. Cox Jr.
Julie Boyer
Mary C. Wilson

Elder Law Committee

Robert A. Mason
Mark E. Edwards
A. Frank Johns
Diana A. Johnston
Andy Olsen
Brent Stephens
Dennis J. Toman

Estate Planning and Probate Law Committee

Charlie D. Brown
Stuart B. Dorsett
Ann E. Hanks
James C. Hardin III

Linda F. Johnson
Jill Lynn Raspet
Pam Silverman

Family Law Committee

Charles (Whit) Clanton
Dallas C. Clark
Jill S. Jackson
Jon B. Kurtz
Barbara R. Morgenstern
Eugene M. Carr III
Grace E. Hodges

Immigration Law Committee

Penni P. Bradshaw
Lisa R. Brenman
Elizabeth R. Edwards
Hans C. Linnartz
Jeremy L. McKinney
George N. Miller

Real Property Law Committee

Barbara R. Christy
Kim W. Gallimore
David R. Dorton
Nancy S. Ferguson
John W. King

Social Security Disability Law Committee

Frederick (Rick) Fleming
Janet M. Lyles
Deborah F. Maury
Christa A. McGill
George C. Piemonte
Paul C. Shepard

Trademark Law Committee

Matthew Ladenheim
Arthur DeBaugh
Angela Doughty
David Sar
Maury Tepper
Edward Timberlake
Neal Wolgin

Workers' Compensation Law Committee

Buxton S. Copeland
Gina E. Cammarano
Jack S. Holmes
H. George Kurani
Vernon R. Sumwalt
Branch "Chip" Vincent
Shannon W. Wilson

* Prohibition applies only to committee members for the specialty for which you are applying.

ACKNOWLEDGMENT/RELEASE

I have read the rules of the North Carolina State Bar Board of Legal Specialization (the Board) and the standards for the specialty. I agree to comply with the rules and the standards for the specialty.

I understand that I may not be certified as a specialist in more than two fields of law.

I agree to pay all fees required by the Board when due.

I understand that the period of certification is 5 years. If I become a certified specialist and desire to continue my certification, I must comply with the standards regarding continued certification as a specialist.

By this application, I release from any and all liability and extend absolute immunity to The North Carolina State Bar, and all individuals, committees, and institutions in any way involved in this certification process including references and informants.

I specifically authorize the Board or any specialty committee acting on its behalf to consult with any persons who may have information relating to my professional qualifications, credentials or character, mental or emotional stability, ethics, behavior, or any other matter reasonably bearing on the criteria for initial and continued certification. This authorization includes inspecting and obtaining any writing that may be material to my certification. I hereby authorize release of any information and writing, whether privileged or not, requested by the specialty committee and/or the Board. I understand that all information received and made part of my file shall be treated as confidential.

- **Applicant's Initials:** _____

I hereby consent to the disclosure of any information relating to any grievance filed against me with the Grievance Committee of the North Carolina State Bar and authorize the release of any information relating thereto to the Board for the purpose of evaluating this application for certification.

- **Applicant's Initials:** _____

By executing this release, I acknowledge that I am specifically authorizing the North Carolina State Bar and the regulatory authority for the bar of any other state of which I am or was a member to provide to the Board any and all information concerning disciplinary complaints filed against me, even if confidential.

- **Applicants Initials:** _____

I understand that board certification is a voluntary program and has no effect on my eligibility to practice law in any area of law even if I am denied certification.

- **Applicant's Initials:** _____

I UNDERSTAND THAT THE PEER REVIEW PROCESS CANNOT SERVE ITS PURPOSE UNLESS THE INDIVIDUALS FROM WHOM INFORMATION IS REQUESTED ARE GUARANTEED COMPLETE CONFIDENTIALITY. BY APPLYING FOR CERTIFICATION, I EXPRESSLY AGREE TO WAIVE ANY RIGHT TO REQUEST ANY INFORMATION OBTAINED THROUGH PEER REVIEW AT ANY STAGE OF THE CERTIFICATION PROCESS.

- **Applicant's Initials:** _____

I UNDERSTAND THAT BOARD CERTIFICATION, IF OBTAINED, MAY BE AUTOMATICALLY REVOKED PURSUANT TO THE RULES REGULATING THE NORTH CAROLINA STATE BAR. I AGREE TO SURRENDER ANY CERTIFICATE OF SPECIALTY GRANTED IF REVOKED.

- **Applicant's Initials:** _____

Submission of this application and its attachments constitutes the applicant's verification of the truth of all statements and representations contained herein.

Signature: _____ Date: _____

Printed Name: _____

APPLICATION CHECKLIST

- ☐ I have read and initialed all applicable items on the Acknowledgement/Release
- ☐ I have signed and dated the Acknowledgement/Release
- ☐ I have enclosed a check for the \$250 application fee made payable to the North Carolina State Bar Board of Legal Specialization and understand that this fee is nonrefundable regardless of the disposition of my application. I agree to pay an exam fee of \$150* upon notice that I am eligible to take a specialty examination. **Applications received by June 14, 2013, will qualify for a \$50 discount on the application fee.**
- ☐ I have included an application supplement for my application in:
 - ☐ Appellate Practice Law
 - ☐ Criminal Law
 - ☐ Elder Law
 - ☐ Estate Planning and Probate Law
 - ☐ Juvenile Delinquency Law
 - ☐ Social Security Disability Law
 - ☐ Workers' Compensation Law
- ☐ I have enclosed a copy of the letter(s) sent to a disciplinary agency, court or professional organization requesting documentation of grievance history and /or any applicable information requested in section IV.

* Additional exam fees apply for joint certification with national certifying agencies in bankruptcy and elder law.